

Zayden Fitzgerald

Parts Driver, Automotive Parts Logistics

📞 (714) 555-2638

✉️ zayden.fitzgerald@example.com

🌐 linkedin.com/example/zaydenfitzgerald

📍 Fullerton, CA 92831

STRENGTHS

- 🚗 **Safe Vehicle Care**
Routine walkarounds caught fluid, tire, cleanliness, and visible condition concerns before supervised routes began.
- ✅ **Accurate Handoffs**
Distribution logs and work order checks kept parts movement traceable. Instructors trusted records during capstone runs.
- 👥 **Customer Service**
Bookstore pickup questions became clear status updates and courteous handoffs, even during busy campus events.
- 🛠️ **Independent Execution**
Assigned stocking and route tasks moved forward with limited direction. Coworkers knew commitments would be completed.
- 🧑‍🤝‍🧑 **Team Support**
Lab teams received parts and supplies without disrupted exercises. Clear questions helped resolve missing items quickly.

SKILLS

Safe Local Driving

Parts Pickup and Delivery

Customer Service

Vendor Communication

Vehicle Safety Checks

Fluid Level Checks Tire Pressure

Basic Mechanical Maintenance

Parts Handling Asset Protection

Route Planning Distribution Logs

Delivery Tracking

Independent Work Teamwork

SUMMARY

Early career **automotive parts** driver candidate with supervised route practice, automotive coursework, and customer facing service experience. Holds a valid unrestricted **California Class C driver's license** with a clean driving record and can operate **automatic and standard transmission vehicles**. Training covers local pickup and delivery, route planning, distribution logs, parts identification, asset protection, vehicle cleanliness, fluid checks, tire pressure checks, and **basic mechanical maintenance**. Hands on lab work developed safe maneuvering skills in compact parking and loading areas, plus careful lifting and secure handling of automotive components. Coursework and bookstore experience strengthened communication with customers, vendors, instructors, and peers. Ready for independent work, accurate handoffs, safe vehicle care, and dependable support for daily parts operations.

EDUCATION

Certificate in Automotive Technology

Fullerton College 🎓 GPA: 4.0 📅 2026 📍 Fullerton, California

***Coursework:** Vehicle safety inspections, basic mechanical maintenance, parts identification, route planning*

High School Diploma

Troy High School 🎓 GPA: 4.0 📅 2024 📍 Fullerton, California

***Coursework:** Communication, applied mathematics, workplace safety, physical education*

TECHNICAL SKILLS

- **Driver Licensing:** California Class C license, clean DMV record, traffic law compliance
- **Vehicle Operation:** Automatic vehicles, standard transmission vehicles, local route driving
- **Vehicle Maintenance:** Fluid level checks, tire pressure checks, vehicle cleanliness
- **Safety Inspection:** Pre trip checks, vehicle walkarounds, visible damage review
- **Parts Logistics:** Parts pickup, parts delivery, secure handoffs
- **Tracking Records:** Distribution logs, delivery tracking, pickup records
- **Parts Handling:** Parts identification, work order matching, merchandise protection
- **Customer Service:** Customer communication, vendor communication, client satisfaction
- **Material Handling:** Safe lifting, bending, kneeling, squatting
- **Workplace Safety:** Safety procedures, security procedures, applicable codes
- **Route Operations:** Route planning, parking area maneuvering, tight space maneuvering
- **Inventory Movement:** Receiving, storage transfers, service bay staging

EXPERIENCE

Student Parts Logistics Driver, Automotive Technology Capstone Project

Fullerton College 📅 January 2026 - May 2026 📍 Fullerton, California

Supported supervised automotive parts movement for capstone repair assignments, coordinating local routes, vehicle checks, delivery records, secure handoffs, and instructor reviewed logistics. Worked independently during assigned runs while keeping project teams supplied and repair bays ready.

- Planned supervised routes between campus facilities and approved partners, keeping capstone **parts** available for repair assignments.
- Operated **automatic and standard transmission vehicles** through controlled routes, compact **parking areas**, and loading spaces.
- Maintained **distribution logs** with destinations, item descriptions, pickup status, delivery confirmation, and return activity.
- Secured transported components before departure, then matched each handoff against work orders for asset accountability.

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



- Student Parts Logistics Driver, Automotive Technology Capstone Project at Fullerton College (4 Months)
- Automotive Service and Parts Lab Technician at Student Lab (4 Months)
- Part Time Stock and Customer Service Associate at Campus Bookstore (10 Months)

- Checked fluid levels, **tire pressure**, cleanliness, and safety conditions before scheduled runs for instructor review.
- Presented logistics workflow to classmates, linking **safe driving**, accurate records, and timely parts movement with bay readiness.

Automotive Service and Parts Lab Technician

Student Lab 📅 August 2025 - December 2025 📍 Fullerton, California

Supported supervised automotive lab operations by staging parts and supplies, checking vehicle condition, documenting inventory movement, and applying shop **safety procedures**. Helped student teams maintain orderly service exercises through clear communication and dependable material handling.

- Staged **automotive parts**, tools, and consumables for supervised brake, fluid, tire, and inspection exercises.
- Matched received components with work orders, checking labels and condition before storage or bay placement.
- Completed vehicle walkarounds covering fluid levels, **tire pressure**, visible damage, cleanliness, and general safety.
- Recorded parts issued, returned, or transferred between storage and training bays using paper and digital logs.
- Moved heavier components with **safe lifting**, bending, kneeling, and material handling techniques during lab sessions.
- Resolved missing item questions with instructors and student teams, keeping scheduled service exercises supplied.

Part Time Stock and Customer Service Associate

Campus Bookstore 📅 September 2024 - July 2025 📍 Fullerton, California

Handled merchandise receiving, internal transfers, customer pickups, stockroom organization, and service questions in a busy campus bookstore. Balanced independent assignments with coworker coordination while protecting inventory, maintaining clean work areas, and documenting completed handoffs.

- Received **merchandise** at delivery points, verified quantities and condition, then routed items to assigned locations.
- Maintained transfer and pickup records for reserved merchandise, giving **customers** clear status updates and confirmations.
- Moved boxed inventory through narrow spaces with carts and safe lifting practices, protecting products and fixtures.
- Kept storage and work areas clean and orderly during busy receiving periods and campus events.
- Answered routine customer questions with courteous communication, escalating exceptions through appropriate service channels.
- Completed stocking and pickup assignments **independently** while coordinating daily priorities with coworkers.

PROJECTS

Automotive Parts Route and Accountability Workflow 📅 2026

Created a supervised capstone workflow connecting route planning, vehicle checks, secure parts handling, distribution logs, and confirmed handoffs. Work showed how accurate records and safe local movement support repair bay readiness.

LEADERSHIP & AWARDS

- Automotive Technology Capstone Recognition, Fullerton College, 2026
- Dean's List, Fullerton College, 2025
- Automotive Lab Peer Safety Volunteer, Fullerton College, 2025 to 2026

CERTIFICATIONS

- California Class C Driver's License 📅 2026
- Automotive Safety and Maintenance Fundamentals Certificate 📅 2026

PROFESSIONAL AFFILIATIONS

- Automotive Lab Peer Safety Volunteer, Fullerton College, 2025 to 2026
- Campus Community Service Day Logistics Volunteer, Fullerton College, 2025

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST